



Building Communities: Together

Rural Application Form

U.S. Department of Agriculture
Rural Development
Office of Community Development

Nomination for a Rural Federal Empowerment Zone (Application Form)

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Introduction

Every rural community applying for Round II Empowerment Zone designation is required to submit an accurate “Nomination for a Rural Federal Empowerment Zone” form. It consists of four parts.

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Before beginning the process of filling out the form contained in the nomination, we strongly urge you to read all instructions carefully.

Submission Requirements

Notice of Intent To Participate

Submit as early as possible to:

U.S. Department of Agriculture
Rural Development
Office of Community Development
Room 701
300 Seventh Street, SW
Washington, DC 20024–3200
Fax: 202–690–1395

Once notice is received, a copy of the Empowerment Zone regulations will be mailed to the applicant.

Submissions

In order to be considered for designation, nominations that are completed and acceptable for processing must be received by **5:00 p.m., Eastern Time, Friday, October 9, 1998.**

Nominations must be submitted in the general format that follows, including the elements of the Strategic Plan.

- **Application Form Parts I through IV**, including required certifications and written assurances.
- The **Strategic Plan** is a narrative submission and the core of the nomination. The required format is contained in the USDA Notice Inviting Applications, published in the *Federal Register*, for Round II Empowerment Zones. It is recommended that an index or table of contents identify major components, and the pages should be numbered sequentially. Tabs or other separations may be used as appropriate. For more information on how to prepare a Strategic Plan and other related publications, applicants are referred to USDA publications “A Guide to Strategic Planning for Rural Communities” and “A Guide to Implementation and Benchmarking for Rural Communities,” the HUD/USDA “Application Guide for Empowerment Zones Round Two” and “Federal Programs Guide,” and Internal Revenue Service Publication 954.
- **Map(s)** (Attach a copy of the 1990 census map(s) showing (1) the boundaries of the local government(s) discussed in Part I: Nomination and (2) the boundaries of the nominated area, including developable sites, if any.)

Applicants are required to send an original and two copies of the nomination to:

U.S. Department of Agriculture
Rural Development
Office of Community Development
Room 701
300 Seventh Street, SW
Washington, DC 20024–3200

Notice of Intent To Participate

Empowerment Zone

U.S. Department of Agriculture,
Rural Development
Office of Community Development
Room 701
300 Seventh Street, SW
Washington, DC 20024

Note: Rural entities may (1) fax this notice to 202-690-1395,
(2) submit the information via e-mail to
"round 2.rural@www.ezec.gov," or (3) submit
the information electronically via the following
Web site: "http://www.ezec.gov/round2."

Please provide as soon as possible.

This Notice of Intent To Participate in the Rural Empowerment Zone application process is submitted by the following participating entity:

Location of Nominated Area (list States and counties proposed to be included):

Name & Address of Participating Entity:

Contact & Phone Number, Fax Number, and E-mail Address:

☐ Nominating Entity (check here if applicable):

Nominating Entity (if other than named above):
(City, State)

Nomination

U.S. Department of Agriculture
Rural Development
Office of Community Development

for Rural Federal Empowerment Zone Designation

Number of years of
designation requested
(maximum of 10 years):

Nomination Categories (mark as applicable):

Rural

Indian Reservation yes ☐ no ☐

Part I: State and Local Government Identification

A. Nominating State Government(s), Tribal Governing Body, or State Chartered Economic Development Corporation

Name of Entity:

Authorized Official:

Contact Person (Name and Title):

Telephone Number:

Address (Street / PO Box, City, State, & Zip Code):

Name of Entity:

Authorized Official:

Contact Person (Name and Title):

Telephone Number:

Address (Street / PO Box, City, State, & Zip Code):

B. Nominating Local Government(s)

Enter the total number of nominating local governments.

Name of Jurisdiction:

Metropolitan Statistical Area Name (if in an MSA):

Chief Elected Official:

Contact Person (Name and Title):

Telephone Number:

Address (Street / PO Box, City, State, & Zip Code):

County:

Name of Jurisdiction:

Metropolitan Statistical Area Name (if in an MSA):

Authorized Official:

Contact Person (Name and Title):

Telephone Number:

Address (Street / PO Box, City, State, & Zip Code):

County:

C. Applicant or Lead Implementing Entity (For questions concerning the nomination. This can be a nominating entity or one of the participating entities.)

Name of Entity:

Contact Person (Name and Title):

Telephone Number:

Address (Street / PO Box, City, State, & Zip Code):

Attach separate sheet(s), as necessary, to provide identical information for all governments nominating the area.
Number the additional sheets Ia, Ib, etc.

Part II: Eligibility Information

This form incorporates the information necessary to demonstrate that the nominated area meets the statutory eligibility requirements for consideration and designation. Procedures for identifying the population and poverty rate data are given in Part IV. Use the results to answer the appropriate items A through E below.

| | Yes | No | | Yes | No |
|---|--------------------------|--------------------------|--|--------------------------|--------------------------|
| A. Size & Location of the Nominated Area | | | 2. From the Part IV Rural Population Data Worksheet, provide the following information for the entire area nominated: | | |
| 1. What is the square mileage of the nominated area? | <input type="text"/> | | a. Total 1990 census population | <input type="text"/> | |
| 2. Is the nominated area located wholly within the jurisdiction of the legal government(s) listed in Part I? | <input type="checkbox"/> | <input type="checkbox"/> | b. Do all census tracts or block numbering areas of the nominated zone have a poverty rate of not less than 20%? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. How many States are in the nominated area? | <input type="text"/> | | c. Do at least 90% of all the census tracts in the nominated area have a poverty rate of not less than 25%? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the boundary of the nominated area continuous? | <input type="checkbox"/> | <input type="checkbox"/> | d. If the answer to b or c is "no," would the answer(s) to b or c otherwise be "yes" if developable sites were not taken into account? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does the nominated area, including developable sites, consist of not more than three noncontiguous parcels? | <input type="checkbox"/> | <input type="checkbox"/> | 3. Is the entire nominated area eligible under the emigration criteria established by the Secretary of Agriculture? | | |
| 6. a. Does the nominated area include developable sites? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. If "yes," are there no more than three? | <input type="checkbox"/> | <input type="checkbox"/> | C. Distress of the Nominated Area | | |
| c. If "yes," do they exceed 2,000 acres in the aggregate? | <input type="checkbox"/> | <input type="checkbox"/> | The major indices of distress are pervasive poverty, unemployment, and general distress. | | |
| 7. a. Is the nominated area wholly outside a Metropolitan Statistical Area? | <input type="checkbox"/> | <input type="checkbox"/> | 1. Is the pervasive poverty of the area detailed in the Strategic Plan and certified in Part III? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If "no," does the nominated area have a population density less than or equal to 1,000 persons per square mile, and is the land use primarily agricultural? | <input type="checkbox"/> | <input type="checkbox"/> | 2. Is the unemployment of the area detailed in the Strategic Plan and certified in Part III? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. a. Are there any census tracts within a central business district? | <input type="checkbox"/> | <input type="checkbox"/> | 3. Is the general distress of the area, including the physical and social conditions that demonstrate it, detailed in the Strategic Plan and certified in Part III? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If "yes," is the poverty rate not less than 35% for such tracts? | <input type="checkbox"/> | <input type="checkbox"/> | D. Alaska and Hawaii Nominations Only | | |
| 9. a. Does the nominated area include any portion of an area included in a previously designated Enterprise Community? | <input type="checkbox"/> | <input type="checkbox"/> | 1. Do at least 20% of the families in each census tract or block group within the nominated area have incomes at or below 50% of the statewide median family income? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If "yes," is the entirety of the subject Enterprise Community included in the nominated area? | <input type="checkbox"/> | <input type="checkbox"/> | E. Mixed Poverty/Emigration Eligibility | | |
| B. Population & Poverty Rate of the Nominated Area | | | (where the nominated area consists of two or three noncontiguous parcels) | | |
| 1. a. Do any of the census tracts included in the nominated area have no population or a population of less than 2,000? | <input type="checkbox"/> | <input type="checkbox"/> | 1. Does each parcel qualify under either the poverty rate test specified in B.2.b. and B.2.c. or the outmigration test specified in B.3? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If "yes," is more than 75% of the tract zoned commercial/industrial and certified in Part III? | <input type="checkbox"/> | <input type="checkbox"/> | 2. Does any parcel qualify under both the poverty rate test specified in B.2.b. and B.2.c. and the outmigration test specified in B.3? | <input type="checkbox"/> | <input type="checkbox"/> |
| c. If "yes," is the tract contiguous to one or more other census tracts that have a poverty rate of not less than 25% as reported by the U.S. Bureau of the Census? | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Part III: Certifications

I hereby certify that the portion of the nominated area that I represent meets all Federal eligibility requirements and that to the best of my knowledge and belief:

- a. the information in this nomination is true and correct;
- b. each nominating government has the authority, with respect to the nominated area, to:
 - (1) nominate such area for designation as an Empowerment Zone;
 - (2) make the State, local, or tribal commitments that the Strategic Plan will be implemented; and
 - (3) provide assurances that such commitments will be fulfilled;
- c. the nominating governments shall comply with State, local, and Federal program requirements and have agreed in writing to carry out the Strategic Plan if the application is approved;
- d. no action will be taken to relocate any business establishment to the nominated area;
- e. the nominated area meets each of the eligibility criteria set forth in the program regulations, including:
 - (1) the population of the geographic area does not exceed 30,000;
 - (2) the geographic area is one of pervasive poverty, unemployment, and general distress;
 - (3) the geographic area meets the size and boundary test; and
 - (4) the geographic area meets either the poverty rate test or emigration criteria.

OR

(in the case of Alaska and Hawaii only), the geographic area meets the test that at least 20% of the families in the geographic area have incomes at or below 50% of the State median income and the population of the geographic area does not exceed 30,000;

- f. each noncontiguous area (except for noncontiguous parcels identified as “developable sites” as referred to in question A.6. of Part II) being nominated separately meets the poverty rate test or the emigration criteria specified by the Secretary of Agriculture;
- g. the amounts provided to the State for the area under section 2007 of the Social Security Act will not be used to supplant Federal or non-Federal funds for services and activities that promote the purposes of section 2007;
- h. the nominating governments, tribal governing body, or corporations agree to make all the information available as requested by the designating Secretaries to aid in evaluation of progress in implementation of the Strategic Plan and reporting on the use of EZ SSBG funds;
- i. the nominating State agrees to distribute the EZ SSBG funds in accordance with the Strategic Plan submitted by the designated zone or community; and
- j. no portion of the nominated area is included in an Empowerment Zone or any other area currently nominated for designation as an Empowerment Zone and, (applicable only where the nominated area includes area from within a Round I EC), a Round I EC is included in its entirety in the nominated area.

Authorized Nominating State, Tribal Governing Body, or State Chartered Economic Development Corporation Official(s) **type or print**

| | |
|--------------------------------------|-------------------|
| Name of Entity: | Signature & Date: |
| Name of Authorized Official & Title: | X |
| Name of Entity: | Signature & Date: |
| Name of Authorized Official & Title: | X |

Authorized Nominating Local Government(s) and Official(s) **type or print**

| | |
|---------------------------------|-------------------|
| Governmental Unit & State Name: | Signature & Date: |
| Official Name & Title: | X |
| Governmental Unit & State Name: | Signature & Date: |
| Official Name & Title: | X |
| Governmental Unit & State Name: | Signature & Date: |
| Official Name & Title: | X |

Attach separate sheet(s), as necessary, to provide identical information and official signatures for all governments nominating the area. Number the sheets IIIa, IIIb, etc.

GENERAL INSTRUCTIONS

- Census tracts are the basic building blocks of Empowerment Zone applicant areas. The first step to take is to identify the census tracts that are to be included in the nominated area. (In the case of Alaska and Hawaii, block groups may be used instead of census tracts; in places where census tracts are not delineated, block numbering areas are to be used.)
- The nominated area may have one continuous boundary (one parcel) or consist of up to three noncontiguous parcels, each of which has a continuous boundary.
- A parcel may be eligible for inclusion in a nominated area on the basis of either (1) poverty rate or (2) emigration. Adjacent census tracts that share a common, continuous outer boundary are considered a single parcel for the purposes of the maximum cap of 3 noncontiguous parcels.
- Within any single State, up to three separate parcels may be included in a nominated area; however, multiple State applications must consist of only a single parcel. Nominated rural areas may straddle up to three States.

Rules for Eligibility of Census Tracts

A parcel may be eligible for inclusion in a nominated area on the basis of either poverty rate or emigration criteria; where a nominated area consists of more than one parcel, one parcel may qualify under poverty rate while another qualifies under emigration. Each separate parcel must, however, demonstrate pervasive poverty, unemployment, and general distress.

Fractional Percentages: The Rural Population Data Worksheet is used to demonstrate eligibility of the nominated area. Fractional percentages of one-half or more must be rounded up to the next whole number. For example, if a nominated area has 44 census tracts/block numbering areas, then 40 census tracts/block numbering areas ($90\% \times 44 = 39.6$) must have a poverty rate of 25 percent or higher.

Acceptable Data Sources: The 1990 Census data specified are the only data source acceptable to USDA. All data are for census tracts or block numbering areas, except in the case of nominations from Alaska and Hawaii, which may use block groups.

Boundaries: The gross nominated area must include full census tracts or block numbering areas. Census tracts and block numbering areas cannot be split. Nominated area boundaries must follow census tract and block numbering area boundaries, except where excess mileage or governmentally owned land is excluded or where a developable site is the only area nominated in a given census tract. The boundary for an Indian reservation may be used for reservations equal to or less than 1,000 square miles. Nominated areas that are wholly within a larger reservation are not required to adhere to census tract boundaries if sufficient credible data are available to show compliance with the other requirements.

Data Form: The Rural Population Data Worksheet will accommodate up to three (3) noncontiguous parcels. If the nominated area consists of only one parcel with a continuous boundary, all of the information should be included in the section identified for Parcel A.

Poverty Rate

Parcels for which the poverty rate test is used to determine eligibility must consist of census tracts:

- (a) all of which have a 1990 poverty rate of not less than 20 percent; and
- (b) 90 percent of which have a 1990 poverty rate of not less than 25 percent.

For the purposes of this test, parcels containing six, seven, eight, or nine census tracts may include one census tract with a poverty rate of not less than 20 percent. Those census tracts in parcels containing fewer than six census tracts must demonstrate a poverty rate of not less than 25 percent.

A nominated area in Alaska or Hawaii is deemed to meet the distress, area, and poverty rate criteria if for each tract or block group at least 20 percent of the families within it have an income that is 50 percent or less than the statewide median family income. Note: the population limit and other requirements still apply.

Emigration

Parcels for which the emigration rate is used to determine eligibility must consist of any census tracts located in a county that had a net population outmigration of not less than 15 percent between 1980 and 1994. Please refer to the list of these counties, which was published in the *Federal Register* by USDA with the Notice Inviting Applications.

Population

The maximum population size for the nominated rural Empowerment Zone is 30,000. There are no separate tests for the population size of individual parcels.

Land Area

The maximum size of the land area included within the nominated area is 1,000 square miles. However, special exceptions apply in certain instances:

- **Single census tracts larger than 1,000 square miles.** A census tract larger than 1,000 square miles shall be reduced to a 1,000-square-mile area with a continuous boundary, if necessary, after giving affect to the exclusion of governmentally owned land and such developable sites as may be proposed for the nominated area.
- **Census tracts that include significant government-owned land area.** Where a census tract includes a substantial amount of land owned by the Federal, State, or local government, the governmentally owned land may be excluded to determine the square mileage to be included in the nominated area.
- **Indian reservations larger than 1,000 square miles.** Indian reservations larger than 1,000 square miles may nominate an area within the reservation not greater than 1,000 square miles.
- **Developable sites.** A nominated area may include up to three noncontiguous sites, in the aggregate not exceeding 2,000 acres, where the site may be developed for commercial or industrial purposes. This acreage is allowed in addition to the 1,000-square-mile limitation and need not conform to existing census tract boundaries nor be within or contiguous to a census tract otherwise nominated to be included in the nominated area. The developable sites may be excluded from the nominated area (or a specific parcel) for purposes of determining whether the nominated area meets the poverty rate test.
- **Alaska and Hawaii.** In the event that nominated areas are qualified using median family income, the median family income alone satisfies the area requirement and no additional area requirement applies.

COLUMN INSTRUCTIONS

The Rural Population Data Worksheet is divided into three sections (A, B, and C). List census tracts by parcels, providing the following information for each census tract:

Source Materials:

1990 Census Tracts/Block Numbering Areas Outline Maps

The 1990 census maps may be ordered by calling the U.S. Bureau of the Census at 301-457-4100 to obtain the 1990 CPH-3 Printed Reports and Maps Order Form. Use the form to order census tract/block numbering area outline maps for States or metropolitan areas. State data centers or a local library may already have the CPH-3 series and maps.

U.S. Bureau of the Census CPH–3 Series

The U.S. Bureau of the Census CPH–3 series of publications from the 1990 Census of Population and Housing: Population and Housing Characteristics for Census Tracts and Block Numbering Areas has several tables that contain the square mile area, population, and poverty rate. Only the CPH–3 tables and the lines specified are acceptable to USDA for completing the Rural Population Data Worksheet.

Column 1. State and County FIPS Code. *Source: U.S. Bureau of the Census CPH–3 series.* Insert the five-digit FIPS code that identifies the State and county in which the census tract is located.

Column 2. Census Geographic Area Census Tract Code/Block Numbering Area. *Source: 1990 Census Tracts/Block Numbering Areas Outline Maps.* Insert the four- or six-digit code used by the U.S. Bureau of the Census to identify each census tract or block numbering area.

Column 3. 1990 Population. *Source: U.S. Bureau of the Census CPH–3 series.* Use the number from line 3 (subhead “All persons” under the “Age” heading) to fill in column 3.

Column 4a. Number of Persons in Poverty. *Source: U.S. Bureau of the Census.* Use the number from the 10th line from the bottom (labeled “Persons” under the heading “Poverty Status in 1989,” subhead “Income in 1989 Below Poverty Level”) to fill in column 4a. In the case of nominated areas from Alaska and Hawaii that are qualifying on the basis of median family income, use data from the 1990 census.

Column 4b. Percent of Persons Below the Poverty Level. *Source: U.S. Bureau of the Census CPH–3 series.* Use the number from the ninth line from the bottom (labeled “Percent Below Poverty Level,” immediately below the “Persons” line used for 4a) to fill in column 4b. Round this number to the nearest whole number; for example, 24.5 and above is 25 percent. In the case of nominated areas from Alaska and Hawaii that are qualifying on the basis of median family income, use data from the 1990 census.

Column 5a. Land Area in Square Miles. *Source: U.S. Bureau of the Census CPH–3 series.* The total land area of the census tract in square miles. Use the number from line 2 (subhead “Square Mile” under the “Land Area” heading). It is not necessary to fill in this block for a census tract listed solely for purposes of including a developable site.

Column 5b. Excluded Area in Square Miles. Where excess mileage is excluded from census tracts larger than 1,000 square miles, or where governmentally owned land is excluded from the total land area in a census tract, identify the amount of land area excluded in column 5b. It is not necessary to fill in this block for a census tract listed solely for purposes of including a developable site.

Column 5c. Net Area of Tract (in Square Miles) or Developable Site, as applicable. This figure should equal the amount in column 5a minus column 5b. For developable sites, simply list the amount of acreage for the site.

Column 6. Code. If the census tract is being qualified using the “emigration” criterion, enter “E.” If the census tract includes only “developable sites” included under the 2,000-acre limitation, enter “D.” If a census tract or block group in a nomination from Alaska or Hawaii is being qualified using median family income, enter “I.”

Column 7. Check to indicate whether the census tract is included in an existing Enterprise Community designated under Round I.

Part IV: Rural Population Data Worksheet

Duplicate this page if needed. Number the added pages IVa, IVb, etc. Use only one line per census tract/block numbering area. Enter the total number of census tracts/block numbering areas listed on all pages in the block to the right. The tracts in each parcel should be grouped separately below. ▶

| P A R C E L S | | 1 | 2 | 3 | 4. Poverty | | 5. Land Area | | | 6 | 7 |
|---|----|--------------------------------------|---|-----------------|----------------------------------|--|---|-------------------------------|--|-----------------|---|
| | | State and County FIPS Code (5-digit) | Census Geographic Area Census Tract Code/Block Numbering Area | 1990 Population | 4a. Number of Persons in Poverty | 4b. Percent of Persons Below the Poverty Level | 5a. Total Land Area in Census Tract (sq. miles) | 5b. Excluded Area (sq. miles) | 5c. Net Area of Tract (sq. miles) or Developable Site, as applicable | Code | Check if this tract is included in a current EC |
| | 1 | | | | | | | | | | |
| P | 2 | | | | | | | | | | |
| A | 3 | | | | | | | | | | |
| R | 4 | | | | | | | | | | |
| C | 5 | | | | | | | | | | |
| E | 6 | | | | | | | | | | |
| L | 7 | | | | | | | | | | |
| | 8 | | | | | | | | | | |
| A | 9 | | | | | | | | | | |
| | 10 | | | | | | | | | | |
| | 1 | | | | | | | | | | |
| P | 2 | | | | | | | | | | |
| A | 3 | | | | | | | | | | |
| R | 4 | | | | | | | | | | |
| C | 5 | | | | | | | | | | |
| E | 6 | | | | | | | | | | |
| L | 7 | | | | | | | | | | |
| | 8 | | | | | | | | | | |
| B | 9 | | | | | | | | | | |
| | 10 | | | | | | | | | | |
| | 1 | | | | | | | | | | |
| P | 2 | | | | | | | | | | |
| A | 3 | | | | | | | | | | |
| R | 4 | | | | | | | | | | |
| C | 5 | | | | | | | | | | |
| E | 6 | | | | | | | | | | |
| L | 7 | | | | | | | | | | |
| | 8 | | | | | | | | | | |
| C | 9 | | | | | | | | | | |
| | 10 | | | | | | | | | | |
| Eligibility Data for Each Parcel | | | | | | | | | Parcel A | Parcel B | Parcel C |
| Number of census tracts/block numbering areas with poverty rate(s) of 25% or greater. | | | | | | | | | | | |
| Number of census tracts/block numbering areas with poverty rate(s) of 20% or greater. | | | | | | | | | | | |
| Number of census tracts/block numbering areas with a population of less than 2,000. | | | | | | | | | | | |
| Number of census tracts/block numbering areas with no population. | | | | | | | | | | | |

Public reporting burden for this collection of information is estimated to average 50 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Regulations and Paperwork Management Branch, Program Support Staff, Rural Housing Service, USDA STOP 0743, 1400 Independence Avenue, SW, Washington, DC 20250-0743. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Do not send this form to the above address.



U.S. Department of Agriculture
Dan Glickman, Secretary

Rural Development
Jill Long Thompson, Under Secretary